

Memorandum

To: ITS Customers Requesting the ITS Cabling Express Products List (EPL) 3766
From: Craig P. Orgeron, Ph.D.
Date: April 1, 2015 (*Updated November 27, 2019*)
Re: Instructions for Use for the ITS Cabling Express Products List 3766 for April 1, 2015 - November 30, 2020
Cc: ITS Project File Numbers 41474, 42179, 42997, 43797, 45342
Attachment: ITS Cabling EPL 3766

1. Introduction

1.1 *Scope*

The Cabling Express Products List (EPL) 3766 consists of a relatively small vendor pool and will utilize the Letter of Configuration (LOC) process as well as the ITS Cabling EPL process. The Cabling EPL may be used in the acquisition of solutions for both inside and outside communications cabling projects.

1.2 *Who May Use*

This EPL may be used by Mississippi agencies, universities, community/junior colleges and governing authorities (cities, counties, school districts, etc.). ITS EPLs are multi-vendor awards that meet Mississippi requirements for legal purchases. Anyone using EPL 3766 to make a valid purchase must follow these instructions for use.

1.3 *Dollar Limitations of Use*

1.3.1 The maximum dollar limitation of this EPL for all users is **\$150,000 per project.**

1.3.2 For K-12 schools, the dollar limitation is **\$150,000 per school or campus per fiscal year with a maximum dollar limitation per school district of \$1,000,000 per fiscal year.**

1.3.3 Additional spending limits and delegations are noted in item 2 below.

1.3.4 Projects costing in excess of these amounts are beyond the scope of this delegated process and subject to full ITS review and authorization.

Authorization to exceed the EPL dollar limitation is described in the ITS Procurement Handbook under the **EPL Planned Purchase** process, Chapter 013-080.

<http://www.its.ms.gov/Procurement/Documents/ISS%20Procurement%20Manual.pdf#page=119>

1.4 *EPL 3766 Effective Dates*

The Cabling EPL 3766 was originally valid from April 1, 2015 through November 30, 2017. The expiration date of this EPL has been extended. **The new expiration date is November 30, 2020.**

1.5 This list is governed under Procurement Instruments: Express Products Lists (EPLs) in the ITS Procurement Handbook. The EPL is not to be confused with state contracts issued by Department of Finance and Administration, Office of Purchasing, Travel and Fleet Management (DFA-OPTFM).

2. **Spending Limits and Delegation by ITS for the ITS Cabling EPL**

2.1 Although the ITS Cabling EPL 3766 is primarily intended for state agencies under ITS purview, non-agencies may use this EPL subject to the same instructions and spending limitations established for agencies. Entities not under ITS purview may alternatively choose to purchase using Mississippi Public Purchasing Law.

2.2 The ITS Telecom Services Division is responsible for ALL cabling projects, even single drops, for state buildings in the capitol complex. A list of these buildings is attached as Exhibit B. There is zero delegation for agencies with offices in these buildings to use the ITS Cabling EPL or work with any vendor directly on cabling projects. The list of these buildings may change during the term of this RFP. Vendors or customers may obtain an updated list of these buildings by contacting Chris Thornton, Chris.Thornton@its.ms.gov or Brian Norwood, Brian.Norwood@its.ms.gov.

2.2.1 Example. The Division of Medicaid is in the Sillers Building, which is in the capitol complex and listed on Exhibit B. Medicaid may not, therefore, do its own cabling or use the ITS Cabling EPL for cabling in the Sillers Building. The ITS Telecom Services Division will handle any cabling requests in the Sillers Building. However, since Medicaid also has offices outside the capitol complex such as county or regional offices, Medicaid as an agency MAY use the ITS Cabling EPL for those county or regional office buildings.

2.3 ITS has delegated to state agencies under ITS purview that have cabling needs outside of the capitol complex the following spending limitations in using the Cabling EPL.

2.3.1 **\$5,000 or less** – Customers may use the ITS Cabling EPL by obtaining at least one quotation from a Cabling EPL vendor. For cabling projects \$5,000 or less for which it is not feasible to use one of the ITS Cabling EPL vendors, such as for geographically distant regional offices, ITS delegates the use of another vendor using Public Purchasing Law.

However, it is ITS' strong recommendation to use an ITS Cabling EPL vendor when possible in order to be under the contractual protection of this RFP.

- 2.3.2 **\$5,001 - \$50,000** – Customers must solicit two or more quotations using the ITS Cabling EPL vendor pool. For cabling projects in this range for which it is not feasible to obtain quotes exclusively from ITS Cabling EPL vendors, such as for geographically distant regional offices, ITS delegates the use of quotes from another vendor(s). However, it is ITS' strong recommendation to use an ITS Cabling EPL vendor when possible in order to be under the contractual protection of this RFP.
For ARRA purchases, the spending range where only two quotations are required is **\$5,001 - \$25,000**.
- 2.3.3 **\$50,001 - \$150,000** – Customers must solicit quotations from all vendors in the ITS Cabling EPL pool. Although the customer must solicit the quotations from all vendors, it is not required that they receive a quotation or proposal from all vendors should the vendor not choose to respond.
For ARRA purchases, the spending range where a customer must solicit quotes from all vendors is **\$25,001 - \$150,000**.
- 2.3.4 **\$150,001 and above** – Customers must submit a Competitive Procurement Request to ITS to handle the procurement or a Planned Purchase Request to exceed the EPL limit.

3. **Pricing**

- 3.1 RFP Number 3766 only solicited labor pricing in the form of three hourly rates as follows. The labor rates proposed by each vendor are shown in the Vendor Contact Information section. Labor prices are guaranteed as a not-to-exceed cost for a minimum of one year through this RFP response.
- 3.1.1 Hourly Rate for Installation. This rate should be per worker and be used for both inside and outside cabling plant projects.
- 3.1.2 Hourly Rate for an RCDD, Project Manager, Cabling Engineer or similar designation. This rate should be used for an employee with advanced skills typically requiring a specialized rate.
- 3.1.3 Hourly Rate for Travel Time.
- 3.1.3.1 This rate covers the time of the employee and their cost of travel, within state boundaries. It does not include per diem charges for meals, hotels, airfare, etc.
- 3.1.3.2 The vendor must provide to the customer a not-to-exceed estimate of any travel fees using its travel hourly rate as part of the project cost quotation.

PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$150,000 PER PROJECT.

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Pricing on this list expires 11/30/2020.

Customer MUST obtain written quotations from two ITS Cabling EPL vendors for all projects between \$5,000 and \$50,000 and MUST solicit quotations from ALL ITS Cabling EPL vendors for projects over \$50,000.

3.2 Cost for cabling materials were not requested as part of the vendor's RFP response. The customer must solicit the total combined cost for cabling materials and labor on a project-by-project basis using the guidelines in these EPL Instructions.

3.3 ITS Cabling EPL vendors may not charge for an on-site walk-through.

4. **Selection of Vendor by the Customer from the Cabling EPL**

4.1 The customer solicits pricing for their project from the ITS Cabling EPL vendors. The vendor quotes the total configuration, including labor (using the EPL labor hourly rates), materials, and travel.

4.1.1 Customers must verify that the labor cost proposed by the vendor in the configuration quote is the same or less than the published EPL hourly rate.

4.2 The customer chooses the "lowest and best" vendor from the quotations.

4.2.1 Customer must determine and document a scoring methodology prior to sending a solicitation for quotes to vendors.

4.2.2 The scoring methodology must list all evaluation factors to be considered and the percent at which each will be weighted. The sum of the weights of all evaluation factors must be 100%. Cost must always be included as the primary evaluation factor. ITS Cabling EPL 3766 requires that cost quotations from the vendor pool be weighted at 51% or higher among the evaluation factors used to determine the awarded vendor.

4.2.3 See "Best Practices Checklist" within this document, for suggestions of evaluation factors to be considered in creating a scoring methodology.

4.3 ITS is not requiring that a vendor respond to a request for quotation for every project under this RFP. However, it is ITS' expectation that awarded vendors will make best efforts to respond to as many project requests as feasible. Participation by vendors in this process will continue to be a scored item in future Cabling RFPs. ITS requests that customers provide feedback to ITS regarding vendor participation.

5. **Contracts and other Considerations**

5.1 Customers should be aware that all vendors approved under Cabling RFP 3766 have furnished to ITS a copy of their Certificate of Responsibility from the Mississippi Board of Contractors as well as proof of General Liability Insurance in the amount of one million dollars.

5.2 Customers should be aware that ITS did not require the submission of a Performance Bond or a Payment Bond at the time of the vendor's proposal

submission. The customer should work with the vendor at the project level regarding the inclusion of these bonds when needed.

5.3 Each participating vendor has signed a *Master Cabling Agreement* with ITS.

5.3.1 Each awarded vendor has signed a Master Purchase Agreement with ITS. The purchase order from any individual customer will serve as a supplement to these agreements. You may request a copy of a vendor's Master Agreement from the vendor or from ITS. Additional terms and conditions may be negotiated between the customer and vendor at the time of sale, as needed, as a supplement to the Master Agreement.

6. **Use of Cabling EPL for Materials or Labor Only**

ITS' intent is that the Cabling EPL 3766 will be used for cabling projects involving both labor and materials. Should a customer have already procured the cabling materials and wish to obtain quotations for the installation using the EPL Labor Rates, the vendor may choose to provide quotations but is not required to do so. However, in no event does this EPL provide procurement authority for the purchase of materials only.

7. **Mississippi's Accountability System for Government Information and Collaboration (MAGIC)**

7.1 State agency customers are required to purchase through Mississippi's Accountability System for Government Information and Collaboration (MAGIC). A Cabling EPL MAGIC contract number and MAGIC supplier number is provided for each approved vendor within the Vendor Contact Information section of this EPL.

7.2 State agency customers will be required to use NIGP codes when purchasing through MAGIC. The following NIGP codes will be used for products purchased using the Cabling EPL.

NIGP Code:	EPL Category:	Use For:
28000	Cabling Products	Electrical Cables and Wires (Not Electronic)
95877	Hourly Rate for Project Manager/ RCDD/Engineer	Project management Services
92031	Hourly Rate for Installation per Worker	Installation of Computers, Peripherals, and Related Equipment (Including Software)
96182	Hourly Rate for Travel	Transportation Services (Not Otherwise Classified)

7.3 For Cabling EPL purchases, the following documents must be uploaded to MAGIC as attachments to your purchases order:

7.3.1 Copies of all quotations received.

7.3.1.1 For purchases over \$5,000, if evaluation activities result in the elimination of multiple quotations and only

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one seller quotation remains valid, you must either:

- 7.3.1.1.1 Solicit additional quotations, or
- 7.3.1.1.2 Attach documentation detailing your evaluation and justifying your selection.
- 7.3.2 A copy of your Statement of Work.
- 7.3.3 A copy of your Best Practices Checklist.
- 7.3.4 A copy of this Instructions for Use Memorandum.
- 7.3.5 If the purchase is related to a project that is part of the Agency's IT Plan, a copy of the related planning form from the ITS planning system.
- 7.3.6 Please note that if MAGIC routes your Purchase Order to ITS for approval, ITS will vet the information provided and may have additional requirements before approving your Purchase Order. Any deviation from this Instructions for Use Memorandum may result in delays in the approval of your purchase. ITS will also vet the items being purchased to ensure that they are within the scope of this EPL.

8. **What Goes in Your Purchase/Audit File**

Document your file that you have followed EPL best practices based on the Best Practices Checklist. ITS has only done "Step 1" of the evaluation in approving Cabling vendors and compiling this list. It is your responsibility to evaluate and choose the vendor services that best meet your needs. At minimum include:

- 8.1 Customers Statement of Work and Best Practices Checklist.
- 8.2 A copy of all vendors' responses to Customer's "Statement of Work" or "Quote Sheet".
- 8.3 A copy of the purchase order.
- 8.4 A copy of this Instructions for Use Memorandum including the vendor's EPL Contact Information showing labor pricing.
- 8.5 If the purchase is related to a project that is a part of the Agency's IT Plan, a copy of the related planning form from the ITS planning system.
- 8.6 Any additional project-related documentation, justification or evaluation materials.

9. **To Report Problems or Request Assistance**

- 9.1 If you have any feedback that may help us to improve this process, or if you have any problems with your EPL project, please let ITS know. We suggest you notify

the vendor of the problem in writing and send a copy to ITS. You may contact us in writing by one of the following ways:

9.1.1 E-mail: sshhelp@its.ms.gov

9.1.2 FAX: (601) 713-6380

9.1.3 Mail: ITS, 3771 Eastwood Drive, Jackson, MS 39211

9.2 If you have questions about using the EPL, please contact the ISS Help Desk at (601) 432-8166.

9.3 ITS is also available to host a “mini-class” on how to use our EPLs at a customer’s request. Please contact the Procurement Help Desk if interested.

ITS CABLING EPL 3766

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PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$150,000 PER PROJECT.

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Pricing on this list expires 11/30/2020.

Customer MUST obtain written quotations from two ITS Cabling EPL Vendors for all projects between \$5,001 and \$50,000 and MUST solicit quotations from ALL ITS Cabling EPL Vendors for projects over \$50,000.

VENDOR CONTACT INFORMATION

CDE INTEGRATED SYSTEMS	
Contact Name: Bob Shearer Office: (601) 960-8505 Fax: (601) 960-8558 Email: bshearer@cdelink.com	Backup Contact Name: Phil Hutchins Office: (601) 960-8502 Fax: (601) 960-8559 Email: phutchins@cdelink.com
Website: http://cdelink.com	
MAGIC Supplier Number: 3100020809	
MAGIC Contract Number: 8500000211	
Place Order To: 6 Twelve Oak Circle Jackson, MS 39209	Remit To: 6 Twelve Oak Circle Jackson, MS 39209

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$75.00
Hourly Rate for Installation per Worker	\$50.00
Hourly Rate for Travel	\$50.00

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VENDOR CONTACT INFORMATION

JSI COMMUNICATIONS	
Contact Name: James Self Office: (601) 932-3955 Fax: (601) 932-7510 Email: jselfjsi@bellsouth.net	Backup Contact Name: Beau Starkey Office: (601) 932-3955 Fax: (601) 932-7510 Email: bstarkeyjsi@bellsouth.net
Website: http://www.jsico.com MAGIC Supplier Number: 3100020096 MAGIC Contract Number: 8500000212	
Place Order To: P O Box 54004 Pearl, MS 39288	Remit To: P O Box 54004 Pearl, MS 39288

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$75.00
Hourly Rate for Installation per Worker	\$55.00
Hourly Rate for Travel	\$55.00

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VENDOR CONTACT INFORMATION

LANE-TEDDER & ASSOCIATES, INC.	
Main Contact Name: Bert Usry Office: (601) 824-9007 Fax: (601) 824-9442 Email: bert.usry@lane-tedder.com	Backup Contact Name: Mark Tedder Office: (601) 824-9007 Fax: (601) 824-9442 Email: mark.tedder@lane-tedder.com
MAGIC Supplier Number: 3100017886 MAGIC Contract Number: 8500000213	
Place Order To: 5578 Highway 18 Brandon, MS 39042	Remit To: 5578 Highway 18 Brandon, MS 39042

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$65.00
Hourly Rate for Installation per Worker	\$55.00
Hourly Rate for Travel	\$55.00

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VENDOR CONTACT INFORMATION

MCINNIS ELECTRIC COMPANY, INC.	
Contact Name: Larry Hamel Office: (601) 372-2014 Fax: (601) 373-6302 Email: larry@mcinnisco.com	Backup Contact Name: John Fortenberry Office: (601) 372-2014 Fax: (601) 373-6302 Email: john@mcinnisco.com
Website: http://www.mcinnisco.com MAGIC Supplier Number: 3100018649 MAGIC Contract Number: 8500000215	
Place Order To: 5475 I-55 South Byram, MS 39272	Remit To: P O Box 720790 Byram, MS 39272

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$80.00
Hourly Rate for Installation per Worker	\$52.00
Hourly Rate for Travel	\$70.00

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VENDOR CONTACT INFORMATION

NETLINK CABLING SYSTEMS, LLC	
Contact Name: Clint Gideon Office: (601) 856-0600 Fax: (601) 856-0828 Email: cgideon@netlinkcabling.com	Backup Contact Name: Huey Krohn Office: (601) 856-0600 Fax: (601) 856-0828 Email: hkrohn@netlinkcabling.com
MAGIC Supplier Number: 3100023410 MAGIC Contract Number: 8500000216	
Place Order To: 102 Plantation Cove Madison, MS 39110	Remit To: 102 Plantation Cove Madison, MS 39110

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$65.00
Hourly Rate for Installation per Worker	\$50.00
Hourly Rate for Travel	\$40.00

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VENDOR CONTACT INFORMATION

S.H.O.T.S.	
Contact Name: Jerry Smith Office: (662) 862-3037 Fax: (662) 862-5468 Email: jerry@shotspc.com	Backup Contact Name: Chris Hysaw Office: (662) 862-3037 Fax: (662) 862-5468 Email: chris@shotspc.com
Website: http://www.shotspc.com MAGIC Supplier Number: 3100028309 MAGIC Contract Number: 8500000217	
Place Order To: 1901 South Adams Street Fulton, MS 38843	Remit To: P O Box 668 Fulton, MS 38843

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$100.00
Hourly Rate for Installation per Worker	\$65.00
Hourly Rate for Travel	\$50.00

PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$150,000 PER PROJECT.

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VENDOR CONTACT INFORMATION

SUNRISE NETWORK SOLUTIONS	
Main Contact Name: Joshua K. Bowie Office: (228) 875-7336 Fax: (228) 875-8007 Email: jkbowie@sns-usi.com	Backup Contact Name: Tammy Smith Office: (228) 875-7336 Fax: (228) 875-8007 Email: tsmith@sns-usi.com
Website: http://www.sns-usi.com MAGIC Supplier Number: 3100002126 MAGIC Contract Number: 8500000218	
Place Order To: P. O. Box 1242 Ocean Springs, MS 39566	Remit To: P. O. Box 1242 Ocean Springs, MS 39566

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$75.00
Hourly Rate for Installation per Worker	\$55.00
Hourly Rate for Travel	\$42.00

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VENDOR CONTACT INFORMATION

SYNERGETICS DCS, INC.	
Contact Name: David Palmer Office: (662) 323-9484 Ext. 103 Fax: (662) 324-1876 Email: bids@synergeticsdcs.com	Backup Contact Name: Kay Hall Nolan Office: (662) 323-9484 Ext.120 Fax: (662) 324-1876 Email: bids@synergeticsdcs.com
Website: http://www.synergeticsdcs.com/	
MAGIC Supplier Number: 3100021506	
MAGIC Contract Number: 8500000219	
Place Order To: Attention Sales P O Box 80264 Starkville, MS 39759	Remit To: Attention Accounts Receivable P.O. Box 1276 Tupelo, MS 38802

SERVICES	
DESCRIPTION	HOURLY RATE
Hourly Rate for Project Manager/RCDD/Engineer	\$95.00
Hourly Rate for Installation per Worker	\$75.00
Hourly Rate for Travel	\$45.00

PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$150,000 PER PROJECT.

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BEST PRACTICES CHECKLIST

Guide for Requesting Cabling Quotes and Scoring

BEST PRACTICES CHECKLIST: Guide for Requesting Cabling Quotes and Scoring		
		Check <input checked="" type="checkbox"/>
Statement of Work (SOW)		
	Customer issues a clearly written statement of work to Vendors in pool	
	This Guide provides examples and forms but the quotation format may be flexible based upon customer needs	
	Attached is sample format for Vendors to use in returning quotes: "Cabling EPL 3766 Quotation Form"	
Define Customer Requirements in SOW		
Contact Information		
	Agency or School District Name, mailing and physical address, office phone	
	Contact Person, e-mail, telephone number	
	Location of project: name buildings, location, directions	
	Best time for return calls and site visit	
Timelines		
	Due date and time for quotations	
	Expected time for project start and completion	
	Available hours for building access	
	Phone numbers for after-hours access if awarded	
	Indicate if project is requesting E-Rate funding and expected timeline for E-Rate approval	
Technical Requirements for Inside Plant		
	Decide if there will be a mandatory walk-through or optional site visits	
	Furnish diagram of area and floor plans with mark ups either at walk-through or with SOW	
	Describe building construction	
	Brick, metal, etc.	
	ceiling access (sheetrock, drop ceiling, high ceiling, etc.	
	type of walls (sheetrock, wood paneling, insulated, etc.)	
	Level of service for cabling: ex 100 Mbt, 1000 Mbt, Cat5e, Cat 6, Cat 6a, 10 Gig fiber	
	Will cabling be installed for voice, data or both	
	Describe current cabling Describe any requirements to re-terminate, re-pull, test, label, remove or upgrade existing drops	
	Describe new drops	
	Include type cable, if single, dual, triple, quad, etc	

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BEST PRACTICES CHECKLIST: Guide for Requesting Cabling Quotes and Scoring		
		Check <input checked="" type="checkbox"/>
Statement of Work (SOW)		
	Plenum or non-plenum	
	Faceplate requirements, color, etc.	
	Describe raceway or conduit requirements	
	Are there any existing conduits available or raceways	
	Will surface mounted raceways be necessary	
	Is there a preferred type of surface mounted raceway, EMT, Panduit, etc	
	Describe fiber runs	
	include if single or multi-mode, # of strands, size (50 or 62.5 micron), etc	
	type of fiber connectors: ST, SC, LC, etc	
	Innerduct requirements	
	Describe LIU requirements	
	Describe patch panel, patch cables, jumpers, mounting boxes, etc.	
	include location	
Technical Requirements for Outside Plant		
	Will trenching or boring be required?	
	Ensure all buried utilities will be clearly marked	
	Describe materials and connection locations	
Materials		
	Describe Customer preferred connectivity materials and cable manufacturer, if any	
	Describe any required standards or practices for your buildings/campus (ex Mfg standard for cable, jacks, faceplates; standard for no exposed raceway; etc)	
	Describe Racks and mounting requirements: cabinets or enclosures or open racks	
Requirements for sending and receiving the quotations		
	Determine method for sending the request for quotes to vendors: Recommended – E-mail	
	Hint - ask Vendors to respond by e-mail to indicate that they received your request for quote or notification of walk through	
	Determine the method for vendors sending quotes to customer: recommend accept E-mail, FAX, mail, overnight, hand delivery	
	Determine minimum number of business days from time of notification of the site visit/bidder's conference to the actual event	
	suggested minimum is 5 business days	
	Give Vendors a minimum number of business days	

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BEST PRACTICES CHECKLIST: Guide for Requesting Cabling Quotes and Scoring		
		Check <input checked="" type="checkbox"/>
Statement of Work (SOW)		
	<i>after site visit/bidder's conference to submit their proposal</i>	
	suggested minimum 5-10 business days	
	<i>Provide all vendors with a compiled list of Vendor questions and your answers prior to the proposal due date</i>	
	suggest Q & A sent to Vendors minimum of 3 days before proposal due date	
Walk-through Requirements/Site Visit/Bidder's Conference		
	<i>Mandatory Bidder's conference or Walk-throughs are recommended</i>	
	Walk-throughs should be at the same time so all vendors see and hear the same thing	
	<i>Small projects may not need a walk-through</i>	
	<i>If a site visit is not mandatory, customer must still allow access for optional site visit</i>	
Scoring		
	<i>ITS HAS REQUIRED THAT COST IS AT LEAST 51% OF THE SCORING</i>	
	Note: ITS has chosen the EPL Vendor pool based on their technical qualifications, references, and past experience.	
	<i>Other possible scoring factors</i>	
	Customer's past experience with Vendor	
	Geographical location	
	Technical requirements including materials standards	
	Warranty	
	Other factors determined by Customer	
	<i>Notice of Award - please do the vendors the courtesy of announcing the award to all who submitted quotes</i>	
<p>For cabling project sample documents managed by ITS, including Letter of Configuration, amendments, register of proposals, and notification of award, see the ITS "LOC Website" - http://dsitspe01.its.ms.gov/its/loc.nsf/LOCPage2?OpenPage . Search by RFP Number 3608. Two suggested projects are both Department of Finance & Admin – Cabling for MS State Crime Lab and Purchase and installation of inside communication cable for Delta State.</p>		

SAMPLE CABLING EPL 3766 QUOTATION FORM

Please submit the requested quote for Cabling EPL 3766 Project using the following table format. Fax, E-Mail, or deliver your completed proposal to the Customer Contact below.

Proposal Due Date and Time:

Customer Name:

Customer Contact Name, E-Mail, Telephone(s), FAX

Vendor Company Name:

Vendor Contact Name, E-Mail, Telephones(s), FAX

LABOR:

DESCRIPTION	RATE	NUMBER OF HOURS	EXTENDED TOTAL
Hourly Rate for Installation	\$50	40	\$2,000.00
Hourly Rate for RCDD	\$80	8	\$640.00
Hourly Rate for Travel Time	\$40	6	\$240.00
		LABOR TOTAL	\$2880.00

MATERIALS:

PART NUMBER	MANUFACTURER	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED TOTAL
10057903*	Berk-Tek	Category 6 cable	6000 ft.	\$0.20	\$1200.00
QNE3FN8I(1 JX-03	NORDX/cdt	UTP Outlet	20 ea.	\$5.00	\$100.00
LD3EI6-A*	Panduit	1 Inch Surface Raceway	100 ft.	\$1.98	\$198.00
MATERIALS TOTAL					\$1498.00
GRAND TOTAL					\$4378.00

PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$150,000 PER PROJECT.

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Pricing on this list expires 11/30/2020.

Customer MUST obtain written quotations from two ITS Cabling EPL Vendors for all projects between \$5,001 and \$50,000 and MUST solicit quotations from ALL ITS Cabling EPL Vendors for projects over \$50,000.

LIST OF CAPITOL COMPLEX BUILDINGS WITH ZERO CABLING DELEGATION

The **ITS** Telecom Services Division has the responsibility for ALL cabling projects, even single drops, for buildings in the capitol complex. There is zero delegation for Agencies with offices in these buildings to use the Cabling EPL or work with any Vendor directly on cabling projects. The list of these buildings may change during the term of this RFP. Vendors may obtain an updated list of these buildings by contacting Chris Thornton, Chris.Thornton@its.ms.gov or Brian Norwood, Brian.Norwood@its.ms.gov.

BUILDING NAME	ADDRESS
AGRICULTURE & COMMERCE BUILDING	121 N. JEFFERSON STREET
AGRICULTURE & FORESTRY MUSEUM	1150 LAKELAND DR
ARCHIVES AND HISTORY BUILDING	200 NORTH STREET
ARCHIVES AND HISTORY - CAPERS BUILDING & DEPOT	100 SOUTH STATE STREET
CHILD PROTECTION SERVICES	750 N. STATE STREET
CORRECTIONS BUILDING	633 N. STATE STREET
DICKSON BUILDING	510 GEORGE STREET
EDUCATION – CENTRAL HIGH SCHOOL	359 N. WEST STREET
EDUCATION & RESEARCH CENTER - ETV, TOWER, UNIVERSITY CENTER	3825 RIDGEWOOD ROAD
ENVIRONMENTAL QUALITY - AMITE STREET	515 E. AMITE STREET
ENVIRONMENTAL QUALITY - STATE STREET	700 STATE STREET
ENVIRONMENTAL QUALITY LAB	1542 OLD WHITFIELD ROAD, PEARL
GAMING	620 NORTH STREET
GARTIN BUILDING	450 HIGH STREET
GOVERNOR'S MANSION	300 E. CAPITOL STREET
HEALTH DEPT - OSBORNE BUILDING, UNDERWOOD BUILDING, UNDERWOOD ANNEX, LAB	2423 N. STATE STREET
HEBER LADNER BUILDING	401 MISSISSIPPI STREET
HUMAN SERVICES BUILDING	200 S Lamar St
INFORMATION TECHNOLOGY SERVICES	3771 & 3775 EASTWOOD DRIVE
JUSTICE COURT BUILDING	450 HIGH STREET
LIBRARY COMMISSION BUILDING	3881 EASTWOOD DRIVE
MULTI-TENANT BUILDING	660 NORTH STREET
MUSEUM OF MS HISTORY AND MS CIVIL RIGHTS MUSEUM (ARCHIVES & HISTORY)	222 NORTH STREET
NATURAL SCIENCE MUSEUM (WILDLIFE, FISHERIES, & PARKS)	2148 RIVERSIDE DR
NEW CAPITOL	400 MISSISSIPPI STREET
OLD CAPITOL (ARCHIVES & HISTORY)	100 SOUTH STATE STREET
PERS ANNEX	301 N. PRESIDENT STREET
PERS BUILDING	429 MISSISSIPPI STREET
PUBLIC SAFETY HEADQUARTERS	1900 E WOODROW WILSON DR

PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$150,000 PER PROJECT.

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BUILDING NAME	ADDRESS
PUBLIC SAFETY CRIMINAL INFORMATION CENTER	3891 HWY 468 W, PEARL
PUBLIC SAFETY TRAINING ACADEMY	3791 HWY 468 W, PEARL
REVENUE – ALCOHOLIC BEVERAGE CONTROL	1286 GLUCKSTADT RD, MADISON
RECORDS MANAGEMENT (ARCHIVES & HISTORY)	929 HIGH STREET
ROBERT E LEE BUILDING	239 N. LAMAR STREET
ROBERT G CLARK BUILDING	301 N. LAMAR STREET
SILLERS BUILDING	550 HIGH STREET
TRANSPORTATION BUILDING	401 N. WEST STREET
TRANSPORTATION LAB	2567 NORTH WEST STREET
TRANSPORTATION LAB ANNEX	412 WOODROW WILSON
TRANSPORTATION SHOP - ALL BUILDINGS	2567 N. WEST STREET
VETERANS BUILDING	3466 HWY 80 WEST
WILDLIFE, FISHERIES AND PARKS BUILDING	1505 EASTOVER DRIVE
WOOLFOLK BUILDING	501 N WEST ST

PURCHASES MADE FROM THIS LIST MAY NOT EXCEED \$150,000 PER PROJECT.

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